

Needham Youth Services supports youth in identifying employment opportunities. We do not screen businesses nor youth seeking employment. Youth who wish to utilize the below listing shall indemnify and hold the Town of Needham harmless and release the town from any and all liability, claims, suits, losses, causes of action, or damage arising or occurring out of being hired for a position.

Needham Youth Services

Job Posting 09/19/16

Job Posting: Captain Marden's Seafood

Date: 9/15/2016

Company Name: Captain Marden's Seafoods

Job Title: Seafood Counter Clerk

Hourly Pay: 10.00

Job Hours: 3-6 afternoons, Saturday or Sunday 10-5:30

Age Requirements: 15

Company Address: 279 Linden Street

Company Website: www.captainmardens.com

Contact Person: Nancy Goodall

Number: 781-235-0860 x212

Email: ngoodall@captainmardens.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

No experience necessary but excellent customer service skills required. You will handle seafood and help customers with purchases. One weekend day and one or two afterschool days.

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Job Posting: Student Music Teacher

Date: 9/13/2016

Job Title: *Music Teacher*

Hourly Pay: \$20

Age Requirements: *14 and older*

Job Hours: *1 hour per week/weekend schedule is preferred.*

Company Name:

Company Address:

Company Website:

Contact Person: *Myrna Zakarian*

Number: 781-449-1105

Email: myrna@myrnazakarian.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

We are looking for a high school student(s) to give drum and piano lessons to our sons, Riley (10) and Avery (7). If you play either instrument, please contact us for more information. Thanks!

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Job Posting: Cutler & Wilensky, LLP

Date: 9/13/16

Job Title: office assistant

Hourly Pay: \$12/ hour

Age Requirements: 15+

Job Hours: 6+

Company Name: Cutler & Wilensky, LLp

Company Address: 175 Highland Ave, Needham MA

Company Website: www.cutlerlegal.com

Contact Person: Barry Wilensky

Number: 781-429-3105

Email: Barry@cutlerlegal.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

MS office, Light Typing, MS word & Excel, Filing. Mostly administrative in nature but cordial setting in small law firm. Will learn legal concepts and great for resume!

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Job Posting: Avante Hair Salon

Date: 9/9/16

Job Title: Front Desk Receptionist

Hourly Pay: \$12/ hour

Age Requirements: 16

Job Hours: 1-2 Saturdays/ month 8:30am-5:30pm

Company Name: Avante Hair Salon

Company Address: 43 Chapel Street, Needham MA

Company Website: AvanteHairSalon.com

Contact Person: Kellie M.

Number: email only

Email: Avantehairsalon@gmail.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

Duties include checking in clients, answering phones and light cleaning to keep salon looking its best. It is crucial the candidate can multi-task and is able to communicate effectively and can demonstrate attention to detail.



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Job Posting: PK Walsh Co

Date: 9/7/16

Job Title: Intern

Hourly Pay: \$11,00

Age Requirements: 16

Job Hours: Flexible

Company Name: PK Walsh Co

Company Address: 75 Second Ave Needham MA Suite 401

Company Website: www.pkwalsh.com

Contact Person: Kathy Walsh

Number: 774-244/0618

Email: Kathyw@pkwalsh.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

Data Entry into QuickBooks, Assist Front Desk Coordinator, Filing, confirming appts, sending reminder/letters,

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Job Posting: Mall Cleaners

Date: 9/7/16

Job Title: Clerk

Hourly Pay: \$10

Age Requirements: 15

Job hours: 3:00-6:30 Monday-Friday and Sat 8-5 (Start immediately)

Company name: Mall Cleaners

Company Address: 397A Great Plain Avenue (across from Hersey Train station)

Company website: n/a

Contact person: Eleni Voyiatzis

Number: 617-792-2300

Email: fishboy7375@yahoo.com

Brief description Of job duties and qualifications needed (1-2 sentences):

Family owned business looking for friendly person(s) who enjoys working in customer service. Willing to train, but register experience a plus. Duties include taking in/giving out orders, pinning clothes, and service with a smile.

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Job Posting: ReTele Communications, Inc

Date: 9/7/16

Company Name: ReTele Communications, Inc.

Job Title: Warehouse

Hourly Pay: \$15

Job Hours: After school 2-3 hours, 2-3 days/week

Age Requirements: 16-18

Company Address: 29 Franklin Street, Needham, MA 02494

Company Website: <http://www.retele.com>

Contact Person: Ellen Vigoda

Number: 617-692-3704

Email: evigoda@retele.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

Great entry level part-time job. Packing and shipping boxes and various other duties.

Physically able to lift 40 lbs.



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Job Posting: Needham Park & Recreation

Date: 8/20/16

Company Name: Needham Park & Recreation

Job Title: Ice Skating Instructor

Hourly Pay: \$18/hour

Job Hours: 3:15pm-5:15pm, Tuesdays AND Thursdays, Oct. 11th to Nov. 3rd **Age**

Requirements: Must be 16 y/o or older

Company Address: 500 Dedham Ave Needham

Company Website: www.needhamma.gov/parkandrecreation

Contact Person: Sarah Mallard

Number: 781-455-7550, option 3

Email: smallard@needhamma.gov

Brief Description of the job duties and qualifications needed (1-2 sentences):

Instructors needed to teach beginning and intermediate ice skating to kids ages 5 and up. Figure Skaters and Hockey Players welcomed! The program is at St. Sebastian's School Ice Skating Rink (1191 Greendale Ave, Needham, MA 02492)



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Job Posting: Needham Roche Bros

Date: 9/1/16

Job Title: Cashiers

Hourly Pay: \$10 to \$12

Age Requirements: 14

Job Hours: Flexible (Days, Nights, and Weekends)

Company Name: Needham Roche Bros.

Company Address: 377 Chestnut Street, Needham MA 02492

Company Website: <http://www.rochebros.com/>

Contact Person: Rob Croft

Number: 781-444-0411

Email: rcroft@rochebros.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

Great entry-level part-time job with flexible hours and potential to grow with the company.

Requires exceptional customer service skills and the ability to stand for extended periods of time.



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Job Posting: Needham Roche Bros

Date: 9/1/16

Job Title: FT Cheese Clerk

Hourly Pay: \$10.40 to \$12

Age Requirements: 18

Job Hours: Flexible (Days, Nights, and Weekends)

Company Name: Needham Roche Bros.

Company Address: 377 Chestnut Street, Needham MA 02492

Company Website: <http://www.rochebros.com/>

Contact Person: Rob Croft

Number: 781-444-0411

Email: rcroft@rochebros.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

Are you interested in the fun & fascinating world of exotic and local cheeses?

FT Cheese Clerks have the chance to learn everything from the basics of taste and texture to champagne and charcuterie pairings.



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Job Posting: Needham Sudbury Farms

Date: 9/1/16

Job Title: PT Cashiers

Hourly Pay: \$10 to \$12

Age Requirements: 14

Job Hours: Flexible (Days, Nights, and Weekends)

Company Name: Needham Sudbury Farms

Company Address: 1177 Highland Avenue, Needham MA 02492

Company Website: <http://www.rochebros.com/>

Contact Person: John McCarthy

Number: 781-449-9180

Email: jmccarthy@rochebros.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

Great entry-level part-time job with flexible hours and potential to grow with the company.

Requires exceptional customer service skills and the ability to stand for extended periods of time.

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Job Posting: Wellesley Roche Bros

Date: 9/1/16

Job Title: FT Cashiers

Hourly Pay: \$11 to \$13

Age Requirements: 14

Job Hours: Flexible (Days, Nights, and Weekends)

Company Name: Wellesley Roche Bros.

Company Address: 184 Linden Street Wellesley, MA 02481

Company Website: <http://www.rochebros.com/>

Contact Person: David Ordway

Number: 781-237-2115

Email: dordway@rochebros.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

Great entry-level part-time job with flexible hours and potential to grow with the company.

Requires exceptional customer service skills and the ability to stand for extended periods of time.

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Job Posting: Wellesley Roche Bros

Date: 9/1/16

Job Title: FT Cash Office Clerk

Hourly Pay: \$10.40 to \$13

Age Requirements: 18

Job Hours: Flexible (Days, Nights, and Weekends)

Company Name: Wellesley Roche Bros.

Company Address: 184 Linden Street Wellesley, MA 02481

Company Website: <http://www.rochebros.com/>

Contact Person: David Ordway

Number: 781-237-2115

Email: dordway@rochebros.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

Are you interested in Accounting or Finance? As a Full-Time Cash Office Clerk you will gain valuable skills including handling cash drawers, credit card statements, and other financial transactions.

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Job Posting: Mathnasium Needham

Date: 8/29/2016**Job**

Title: Junior Math Tutor

Hourly Pay: \$12 to \$18/hour (Training: \$10/hour)

Job Hours: After school 3-4 hours for two to three days a week (you choose)

Age Requirements: 16 – 19

Company Name: Mathnasium Needham

Company Address: 1299 Highland Ave, Needham, MA 02494

Company Website: www.Mathnasium.com/Needham

Contact Person: Myrtha Chang

Number: 617-922-9202

Email: PLEASE SUBMIT APPLICATION at: <http://mathsense.com/jobs/jobs-tutors/>

Brief Description: Mathnasium is an innovative math-only learning center at 1299 Highland Ave, NEEDHAM, in the Bertucci's plaza. We have several openings for motivated math tutors who have a passion for teaching children from 1st Grade to 8th Grade.

Requirements:

1. **Must be strong at math through Algebra 1.**
2. An SAT Math score of at least 700 or equivalent.
3. Must enjoy working with kids (1st-8th grade).
4. Must believe that all kids can get better at math with the right instruction.
5. Must be open to learning new ways of teaching math and working with children
6. No official tutoring experience needed.

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Job Posting: Boynton Insurance Agency

Date: 8/24/16

Job Title: Marketing

Hourly Pay: per skills

Job Hours: After school 2-3 hrs 3-4 days per wk

Age Requirements: 16-18 yrs old

Company Name: Boynton Insurance Agency

Company Address: 72 River Park Street, Ste #3, Needham MA 02494

Company Website: www.boyntonins.com

Contact Person: Kerri Daniels

Number: 781-449-6786

Email: kdaniels@boyntonins.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

Needham Insurance Agency seeks student with proficient computer skills(MS Office/Excel especially) to assist with marketing projects. Please send your resume to Kerri Daniels at kdaniels@boyntonins.com.

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Job Posting: North Hill

Date: 8/31/2016

Job Title: Waitstaff

Hourly Pay: \$12.00 to \$15.00 based on experience with a \$500.00 sign on bonus

Age Requirements: 16 +

Job Hours: 3:30p-8pm - 2 shifts during the week and one on weekend

Company Name: North Hill, Needham Inc.

Company Address: 865 Central Ave, Needham , MA

Company Website: www.northhill.org/careers

Contact Person: Judith Saraf

Number: 781-433-6302

Email: jobs@northhill.org

Brief Description of the job duties and qualifications needed (1-2 sentences)

We are looking for Part-Time Waitstaff to serve our Residents, Guests and Team Members in our Fine Dining & Bistro venues. We are seeking energetic candidates with exceptional customer service skills to help enhance the "Dining Experience." The ideal candidate must be available to work 2 evening shifts during the week and 1 evening shift on the weekend (approximately 3:00pm - 8:30 pm). Occasional holidays are required.

We are offering a starting salary of \$12.00 - \$15.00 per hour based upon experience, with a \$500 Sign - On Bonus.

North Hill offers free meals, free parking, free uniforms, and a free on-site fitness center.

For more information and to apply, please visit www.northhill.org/careers

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Job Posting: Drum Teacher

Date: 8/13/16

Job Title: Drum Teacher

Hourly Pay: \$20

Age Requirements: 16+

Job Hours: Flexible

Company Name: Residence

Company Address: 8 Prospect Street, Needham 02492

Company Website:

Contact Person: Becky King

Number: 781-449-9480

Email: bking2000@verizon.net

Brief Description of the job duties and qualifications needed (1-2 sentences):

We are seeking someone, preferably at least a junior in high school, to give drum lessons to our 4th grade son. He began lessons last winter and is quite an enthusiastic student, but our teacher has graduated and is headed to college. We have an electronic drum set in our finished basement. We are hoping to find someone who can teach approximately one hour per week either weekends or after school.

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Job Posting: Piano Teacher

Date: 8/13/16

Job Title: Piano Teacher

Hourly Pay: \$20

Age Requirements: 16+

Job Hours: Flexible

Company Name: Residence

Company Address: 8 Prospect Street, Needham 02492

Company Website:

Contact Person: Becky King

Number: 781-449-9480

Email: bking2000@verizon.net

Brief Description of the job duties and qualifications needed (1-2 sentences):

We are seeking someone, preferably at least a junior in high school, to give piano lessons to our 4th and 6th grade sons. They began lessons last winter and are quite enthusiastic students, but our teacher has graduated and is headed to college. We have an electronic keyboard (Yamaha) in our living room. We are hoping to find someone who can teach both boys weekly-- probably weekends (worked well to have 2 consecutive 45 minute lessons for 90 minute total).

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Job Posting: Needham Sudbury Farm

Date: 9/1/16

Job Title: Cashiers

Hourly Pay: \$10 to \$12

Age Requirements: 14

Job Hours: Flexible (Days, Nights, and Weekends)

Company Name: Needham Sudbury Farms

Company Address: 1177 Highland Avenue, Needham MA 02492

Company Website: <http://www.rochebros.com/>

Contact Person: John McCarthy

Number: 781-449-9180

Email: jmccarthy@rochebros.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

Great entry-level part-time job with flexible hours and potential to grow with the company.

Requires exceptional customer service skills and the ability to stand for extended periods of time.

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Job Posting: Staples

Date: 9/1/2016

Company Name: Staples

Job Title: Sales Associate

Hourly Pay: \$9.10 + based on experience

Job Hours: 10-20

Age Requirements: 16+

Company Address: 163 Highland Ave, Needham, MA

Company Website: Staples.com

Contact Person: Tiffany McNulty

Number: 781-449-5766

Email: tiffany.mcnulty@staples.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

No experience necessary...Position Summary: Responsible for providing exceptional customer service and creating a customer centric environment. This person will also be required to perform store operational tasks as needed.

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Job Posting: Walgreens

Date: 9/1/2016

Job Title: Customer Service Associate

Hourly Pay: \$9.00

Age Requirements: 16

Job Hours: Varies, store is open 7am - 10pm. Typical shifts are 7-4 ish or 3-10 ish

Company Name: Walgreens

Company Address: 1478 Highland Ave

Company Website: www.walgreens.com

Contact Person: Andrea Baxter or any other manager on duty

Number: 781-444-5714

Email: mgr.01852@store.walgreens.com

Brief Description of the job duties and qualifications needed (1-2 sentences): Customer Service!!!! Warehouse Management, Store Upkeep, duties vary daily.



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Job Posting: TJX Companies

Date: 8/1/16

Company Name: TJX Companies

Job Title: Varied Positions

Hourly Pay: Minimum wage

Job Hours: Part-Time & Full-Time

Age Requirements:

Company Address: Varied Locations

Company Website: www.tjxjobs.com

Contact Person:

Number: 1-866-831-0865

Email: Workforce.Service@ey.com

Brief Description of the job duties and qualifications needed (1-2 sentences):

Qualifications:

- Ability to work a flexible schedule, including nights and weekends
- Professional appearance
- Solid customer service skills and experience
- Excellent verbal and written skills
- Ability to make timely decisions under challenging circumstances
- Strong organizational skills, attention to detail
- Leadership, takes ownership, can direct others
- Self-motivated, works quickly and efficiently on multiple tasks
- Responsible, dependable and honest

Please note that the above represent the job was received by the Youth Services Office over the course of the past week. For additional employment opportunities, please also check postings from prior weeks as jobs listed there may still be open (i.e. not yet filled).

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Party City

NOBODY HAS MORE PARTY FOR LESS

Want to make a serious career move? Join the Party!

At Party City, we toast our success, revel in our potential and cheer our employees. In short, we create careers worth celebrating, all in a positive, energized environment that makes every work-day a special occasion. Right now, We are Hiring Full Time Team Leaders and Part Time Sales Associates.

Party City of Natick
321 Worcester Street

Natick, MA 01760
Store 6004

For more information apply in store or online at careers.partycity.com
We offer 30 Employee Discount, Competitive Wages, Benefits and Training For Future Success

Team Leader:

- Performs supervisory and administrative duties at the Full Time requirements with open availability for flexible scheduling
- Responsible for opening and closing store and related procedures
 - Responsible for cash handling procedures including but not limited to preparing and dropping bank deposits
 - Authorizes register functions including post voids, returns and associate discounts
 - Reviews all corporate communications and reacts accordingly
 - Performs director on duty (DOD) responsibilities as required
 - Drives store sales and controls expenses to drive positive EBITA
- Assists in merchandising procedures within assigned zone as the per ownership model
- Responsible for maintaining assigned sections
 - Sets and maintains MPP
 - Sets and maintains plan-o-grams
 - Ensures proper labeling and signing throughout zone
 - Top stocking and down stocking merchandise
 - Sets and maintains ad in-stock ensuring product is available for customers
 - Executes corporate directed price changes and clearance markdowns
- Assists in ensuring data integrity within assigned zone as per the ownership model
- Participates in the lows and outs process
 - Assists with seasonal pack away
 - Informs General Manager of any inventory discrepancies

In addition we offer competitive wages, 30% employee discount, outstanding work environment, ongoing advancement opportunities and a comprehensive benefit package including medical, dental and vision, life, STD and LTD insurance, paid time off, tuition assistance, and 401K. Also, because we want all our associates to get the most out of every occasion, we offer a 30% merchandise discount! If you're ready to join in the excitement of working with one of the largest specialty retailers in the country, you're invited to Party City.

PT Sales Associate:

- R• Opens and closes the store as needed
Delivers exceptional customer service through personal contact with customers
- Interacts with and assists customers
 - Answers the telephone and rings on register
 - Processes balloon orders
 - Handles Personalization Studio orders
- Assists in receiving and stocking procedures
- Unloads merchandise from trucks
 - Checks in shipments
 - Stages merchandise for the sales floor
 - Packs out merchandise
 - Top and down stocks merchandise. Assists in merchandising procedures
 - Responsible for maintaining assigned sections in store as determined by the General Manager
 - Sets and maintains merchandise presentation planner (MPP)
 - Sets and maintains plan-o-grams
 - Flexes and fills seasonal aisles
 - Ensures proper labeling and signing
 - Sets and maintains ad in-stock
 - Executes corporate directed price changes and clearance markdowns
- Assists in ensuring data integrity
- Participates in the lows and outs process
 - Assists with seasonal packaway
 - Informs General Manager of any inventory discrepancies
- Performs other duties as needed
Develops for advancement to next career path position